

3-8-1915

## Board of Trustees Meeting Minutes 1915-03-08

Bowling Green State University

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## Proceedings, Trustees Bowling Green Normal College

Bowling Green, Ohio, March 8, 1915.

Minutes of the meeting of the Board of Trustees of the Bowling Green Normal College held at the Hotel Millikin, Bowling Green, Ohio, on Monday, March 8, 1915.

Present: J.E.Collins, John Begg, Wm.B.Guitteau, J.E.Shatzel. Absent: J.D.McDonel.

President Williams also present.

Minutes of the previous meeting read and approved.

Estimate No. 6 of the Huffman-Conklin Company for \$2090.00, duly certified by Howard & Merriam, Architects, was presented.

Moved by Guitteau seconded by Begg that the aforesaid estimate No. 6 of the Huffman-Conklin Company for \$2090.00 be allowed on the recommendation of the Architects and paid from fund for "Completion of Administration Building". Voting Aye: Collins, Begg, Guitteau, Shatzel. Nays, none.

President Collins declared motion carried.

Howard & Merriam, Architects, presented their claim for fees of 2% of estimate No. 6 issued to the Huffman-Conklin Company, amounting to \$41.80.

Moved by Guitteau and seconded by Begg that above claim of Howard & Merriam for \$41.80 be allowed and paid from fund for "Completion of Administration Building". Voting Aye: Collins, Begg, Guitteau, Shatzel. Nays, none.

President Collins declared motion carried.

Estimate No. 14 of The Steinle Construction Company for work on Womans Dormitory Building amounting to \$5272.50, duly certified by Howard & Merriam, Architects, on said work, presented for payment.

Moved by Guitteau and seconded by Begg that above estimate No. 14 in favor of The Steinle Construction Company for \$5272.50 be allowed on the recommendation of the Architects and paid from fund for "Maintenance F-10". Voting Aye: Collins, Begg, Guitteau, Shatzel. Nays, none.

President declared motion carried.

Howard & Merriam, Architects, presented their claim for fees of 2% of estimate No. 14 issued to The Steinle Construction Company for the sum of \$105.45.

Moved by Guitteau and seconded by Begg that said claim of Howard & Merriam, Architects, for \$105.45 be allowed and paid from fund for "Maintenance F-10". Voting Aye: Collins, Begg, Guitteau, Shatzel. Nays, none.

President Collins declared motion carried.

The following claims were presented, to wit:-

Ohio State Reformatory	Mansfield, Ohio	Stationary	\$ 35.40
H.B.Williams	Bowling Green, Ohio	Office Supplies	.85
H.B.Williams	Bowling Green, Ohio	Office Supplies	64.88
The Sentinel-Tribune Co.	Bowling Green, Ohio	Office Supplies	1.50
The Democrat Co.	Bowling Green, Ohio	Office Supplies	2.75
Bowling Green Garage	Bowling Green Ohio	Livery	14.00
The T & O C Ry.	Bowling Green, Ohio	Freight Charges	3.62
H.B.Williams	Bowling Green, Ohio	Freight & Express Chgs.	7.97
Brockport Dep't. Store	Brockport, N.Y.	Stand Press & Roller	3.21
Fred Cook	Bowling Green, Ohio	Draying	2.00
Fred Cook	Bowling Green, Ohio	Draying	3.00
H.B.Williams	Bowling Green, Ohio	Postage	4.64
A.S.Bolen	Fremont, Ohio	Brood Mare	500.00
C.E.Hite	Fremont, Ohio	Brood Mare	500.00
E.J.Bowers	Bowling Green, Ohio	Rent of Armory	80.00
T & O C Ry. Co.	Bowling Green Ohio	Freight Charges	7.03



## Proceedings, Trustees Bowling Green Normal College

191

F.H.Prieur	Bowling Green, Ohio	Supplies	\$ 4.73
H.B.Williams	Bowling Green, Ohio	Supplies	.37
E.E.Miller	Bowling Green, Ohio	Hauling	6.50
D.D.Johnson	Bowling Green, Ohio	Expense Account	2.50
G.W.Beattie	Bowling Green, Ohio	Expense Account	7.10
E.G.Walker	Bowling Green, Ohio	Expense Account	9.45
Rea McCain	Bowling Green, Ohio	Expense Account	5.75
Ernest G. Hesser	Bowling Green, Ohio	Expense Account	6.10
John Begg	Columbus Grove, Ohio	Expense Account	16.00
Wm. B. Guitteau	Toledo, Ohio	Expense Account	7.00

Moved by Begg and seconded by Guitteau that the above and foregoing claims and accounts be allowed and paid from funds, respectively, provided therefor. Voting Aye: Collins, Begg, Guitteau, Shatzel. Nays, none.

President Collins declared motion carried.

The following accounts for personal service were presented by President Williams, to wit:-

G.W.Beattie	Instructor	1 month	\$ 190.47
E.L.Mosely	"	"	190.47
J.R.Overman	"	"	180.95
L.L.Winslow	"	"	180.95
Rea McCain	"	"	161.90
D.D.Johnson	"	"	190.47
E.G.Hesser	"	"	171.42
Mary Chapin	"	"	142.85
Josephine Leach	"	"	171.42
E.G.Walker	"	"	180.95
Margaret Burney	Critic Teacher	"	111.11
Effie Alexander	"	"	111.11
Grace Poorbaugh	"	"	111.11
Lucy Meacham	"	"	111.11
H.B.Williams	President	"	308.33

Moved by Begg and seconded by Guitteau that the above claims for salary amounting to \$2514.62 be allowed as of March 15, 1915, and paid from fund for "Personal Service A-1". Voting Aye: Collins, Begg, Guitteau, Shatzel. Nays, none.

President Collins declared motion carried.

The claims of R.W.Trebor for one month salary as Superintendent of Buildings & Grounds, amounting to \$75.00 and of Marion Griffeth, clerk and stenographer in the office of President Williams, one month, \$60.00, were presented by President H.B.Williams.

Moved by Begg and seconded by Guitteau that the above claims of R.W.Trebor and Marion Griffeth for service as aforesaid, amounting to \$135.00, be allowed and paid out of fund for "Personal Service A-1". Voting Aye: Collins, Begg, Guitteau, Shatzel. Nays, none.

President Collins declared motion carried.

The Bowling Green Normal School Bulletin for February, 1915, being presented at said meeting and, being of interest, as touching the early life of said Normal School a copy is incorporated in the minutes of the Board of Trustees.

BOWLING GREEN STATE NORMAL COLLEGE

Summer Term Announcement



# Proceedings, Trustees Bowling Green Normal College

Bowling Green, Ohio, Mar. 8, 1915.

## LOCATION

Bowling Green, the seat of the Normal College, is a city of six thousand inhabitants, situated near the center of the Northwestern Ohio Normal School district, in a beautiful and healthful location, easily accessible from all parts of the district. It is a substantial business city in the center of a prosperous agricultural community and combines all the characteristics of a model school town. The citizens are deeply interested in the welfare of the College and the educational and moral tone of the community is wholesome and helpful in the highest degree.

## BUILDINGS AND GROUNDS

The Normal College grounds are located in the eastern part of the city at the end of Court Street, an important business and residence street of the city. The campus of eighty-two and a half acres affords ample space for agricultural experiments, school gardens, and nature study excursions. Two new buildings will be available for the Summer Term among the best of their kind in the entire country. They are the Administration Building and the North Dormitory.

The Administration Building, in addition to a large auditorium, gymnasium, and offices, contains over twenty-five class rooms. This building will be completed and equipped before the opening of the summer term.

The Dormitory will afford roomy accommodations for over a hundred women students. It is provided with a large dining room with facilities for furnishing meals during the summer school for at least eight hundred students.

## EXPENSES

### Tuition

Tuition is free, but students are required to pay the cost of materials used in laboratory courses.

### Room and Board

Rooms for women in the new fireproof dormitory, two in a room with separate beds, \$1.25; single rooms, \$1.50. Students living in the dormitory will be expected to furnish sheets, pillow-cases, and towels. During the summer term an excellent cafeteria will be conducted at the dormitory, where meals may be obtained at moderate prices. Nicely furnished rooms in private homes may be rented from \$1.00 to \$1.50 per week including everything needed by the roomer. Good board may be secured for \$3.00 to \$4.00 per week.

## FOR WHOM COURSES ARE PLANNED

Six classes of students will be considered in the organization of the Summer Term courses.

- I. Superintendents and Supervisors.
- II. College Graduates who wish work in educational and professional subjects.
- III. Graduates of First Grade High Schools with teaching experience.
- IV. High School Graduates with no teaching experience.
- V. Experienced teachers with less than four years' High School training.
- VI. Students with no teaching experience and with less than four years' High School Training.

## COURSES OFFERED

For list of courses, see pages 3 and 4.

## SPECIAL SPRING QUARTER

A special quarter of eight weeks for the accommodation of teachers whose schools close early in the Spring will open on April 26. New classes will be formed to suit the needs of students. The Summer Term of six weeks will immediately follow this quarter. By this arrangement it will be possible for many teachers to secure fourteen weeks of instruction during the Summer.

H.B. Williams

President State Normal College  
Bowling Green, Ohio

Dear Sir:-

I am thinking of attending the Summer Term and belong to Number --- (Insert I, II, III, IV, V, or VI) of the classes of the students mentioned on page 2. I am interested in the courses underlined. Please send me complete Bulletin of the Summer Term.

Very Truly

\_\_\_\_\_  
Name.

Agriculture - Elementary School Agriculture: Vegetable and Flower Gardening for Schools: Secondary School Agriculture.

Domestic Science - Elementary Cooking: Advanced Cooking and Table Service: Elementary Sewing: Dressmaking: Home Economics for Rural Schools.

Drawing - Blackboard Drawing for Schools: Freehand Drawing: Shop Drawing: Composition and Design: Art Appreciation and History.

Education - School Administration: School Management and School Law: County, District and Village Supervision: Elementary Course of Study: Elementary Psychology: Principles of Teaching: Educational Sociology: Rural Sociology: History of Education: Principles of Teaching for Secondary Teachers: The Curriculum of the High School: Problems of Secondary Administration.



## Proceedings, Trustees Bowling Green Normal College

Bowling Green, Ohio, Mar. 8,

1915

English - Elementary Composition: Grammar: Language for Grades I-II: Language for Grades III-IV  
Reading for Grades I-II: Reading for Grades III-IV: Current Methods in Reading: American Literature: English Literature: Stories and Story Telling: Tennyson and Browning: Shakespeare: The Teaching of Secondary English.

Geography - Regional Geography: Geography of North and South America: Geography for the Grammar Grades.

German - Elementary German: Second Year German.

History - European History: The Beginnings of American Nationality: The Development of American Nationality: Industrial and Economic History of the United States: The Teaching of History:

Industrial Arts - Elementary Handwork: Freehand Drawing: Shop Drawing: Woodworking: Clay and Portland Cement: Composition and Design: Art Appreciation and History: Industrial Arts Education.

Latin - Beginner's Latin: Caesar: Cicero: Vergil: The Teaching of Foreign Languages in Secondary Schools.

Mathematics - Arithmetic: History of Arithmetic: Algebra for Quadratics: Plane Geometry: Solid Geometry: Trigonometry: College Algebra: The Teaching of Arithmetic in the Primary Grades: The Teaching of Arithmetic in the Grammar Grades: The Teaching of Secondary Mathematics.

Music - Elementary Music: Music Appreciation: Choral Literature: The Teaching of Public School Music.

Penmanship - The Teaching of Penmanship.

Science - Elementary Physics: Elementary Chemistry: Biology: Hygiene and Sanitation: Nature Study.

Moved by Shatzel and seconded by Guitteau that the Board adjourn to meet at the Hotel Millikin, Bowling Green, Ohio, on Friday, March 26, 1915, at 2 P.M. Voting Aye: Collins, Begg, Guitteau, Shatzel. Nays, none.

President Collins declared motion carried.

Meeting Adjourned.

J. E. Collins Pres't.  
J. Shatzel Sec'y.